

Town of Exeter						
2021 Sewer Fund Budget						
Select Board Budget						
Version #3 Updated: 1/19/21						
Org	Object	Description	2019 Actual	2020 Budget	2021 SB Budget	Explanation
SEWER FUND						
Administration						
03432031	51110	SA- Sal/Wages FT	187,572	211,725	222,420	2 FT W/S Mgr & Asst Mgr Split 50/50, and GF allocations (increase mostly due to change from Engineering Tech to Asst. Engineer)
03432031	51200	SA- Sal/Wages PT		3,145	3,104	GF allocation New PT HR Assistant
03432031	51210	SA- Sal/Wages Temp	2,829	3,500	3,500	PT Seasonal Employee 50/50 W&S Split
		Salaries Total	190,401	218,370	229,024	
03432031	52100	SA- Health Insurance	34,533	45,142	51,780	Allocations from GF
03432031	52110	SA- Dental Insurance	2,547	3,384	3,691	Allocations from GF
03432031	52120	SA- Life Insurance	237	259	275	Allocations from GF
03432031	52130	SA- LTD Insurance	589	520	532	Allocations from GF
03432031	52140	SA- Health Insurance Buyout	2,196	2,828	2,214	Allocations from GF
03432031	52200	SA- FICA	11,692	13,539	14,199	Based on wages: 6.2%
03432031	52210	SA- Medicare	2,734	3,166	3,321	Based on wages: 1.45%
03432031	52300	SA- Retirement Town	21,150	23,650	27,526	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432031	52600	SA- Workers Comp Insurance	2,699	4,729	5,234	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	78,377	97,217	108,772	
03432031	55293	SA- Supplies	4,349	4,000	4,000	20% of general office supplies, copy costs, batteries; 50% of meter records maintenance; 50% supplies/maint. multi-function plotter
03432031	55224	SA- Postage	2,790	2,000	2,000	Postage allocation, IPP notices and MOR reports
03432031	55055	SA- Consulting Services	20,031	12,000	32,000	WW lagoon groundwater discharge permit; PFAS/PFOA; trunk lines capacity evaluation \$20k
03432031	55124	SA- Fleet Insurance	680	662	728	Primex Actual Invoice (no holiday premium in 2021)
03432031	55228	SA- Property Insurance	70,694	68,824	75,713	Primex Actual Invoice (no holiday premium in 2021)
03432031	55158	SA-Insurance Reimbursed Repairs	-	1,000	1	Damage repairs on insurance claims
03432031	55170	SA- Legal Expense	10,725	5,000	5,000	Legal expenses related to EPA permit issues
03432031	55190	SA- Mobile Communications	195	800	800	20% Director, Town Engineer, Asst Engineer cellphones, 50% W/S Manager
03432031	55002	SA- Advertising	-	500	500	Bid packages, requests for proposals
03432031	55257	SA- Safety Equipment	226	-	-	DOL & OSHA standards, asbestos pipe, confined space equip. maint (moved to SC & ST)
03432031	55050	SA- Conf Rooms/Meals	1,371	2,640	1	Annual national conference (forego 2021)

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03432031	55091	SA- Education/Training	4,080	4,500	4,500	Wastewater treatment and collections training
		General Expenses Total	115,141	101,926	125,243	
		Administration Total	383,919	417,513	463,039	V
Billing						
03432134	51110	SB- Sal/Wages FT	74,584	75,818	77,983	1 FT Utilities Clerk (50/50 split W&S) & GF Allocations
						1 PT Utilities Clerk 24 hrs/wk (from 16 hrs/wk PRYR)
03432134	51200	SB- Sal/Wages PT	10,511	11,765	12,154	(50/50 split W&S)
03432134	51300	SB- Sal/Wages OT	783	306	306	Allocations from GF
03432134	51400	SB- Longevity Pay	500	375	375	Allocations from GF
		Salaries Total	86,378	88,264	90,818	
03432134	52100	SB- Health Insurance	25,764	26,052	26,483	Allocations from GF
03432134	52110	SB- Dental Insurance	1,718	1,828	1,828	Allocations from GF
03432134	52120	SB- Life Insurance	126	101	101	Allocations from GF
03432134	52130	SB - LTD Insurance	149	129	133	Allocations from GF
03432134	52200	SB- FICA	5,169	5,472	5,631	Based on wages: 6.2%
03432134	52210	SB- Medicare	1,209	1,280	1,317	Based on wages: 1.45%
03432134	52300	SB- Retirement Town	8,446	8,545	9,939	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432134	52600	SB- Workers Comp Insurance	628	1,102	1,220	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	43,209	44,509	46,652	
03432134	55200	SB- Supplies	3,546	3,750	3,750	Water bill processing, Ink Cartridges, paper, letterhead, pens, etc
03432134	55224	SB- Postage	2,000	2,500	2,500	Postage for sewer bills
03432134	55055	SB- Consulting Services	-	5,000	500	Allocation of actuarial costs for GASB compliance \$500
03432134	55014	SB- Audit Fees	8,250	8,500	9,000	Audit Fees for Melanson & Health
03432134	55213	SB- Phone Utilization	3,826	4,200	4,263	12.5% allocation of IT phone utilization
03432134	55247	SB- Registry of Deeds	-	25	25	Sewer Lien Releases
03432134	55159	SB- Internet Services	-	1,155	2,565	12.5% allocation of IT internet services (website)
03432134		SB- Email Filtering/Archiving			2,350	12.5% allocation of IT cost
03432134	55270	SB- Software Agreement	9,507	10,500	5,500	Utility Billing Software Maintenance Agreement
03432134	55308	SB- Travel Reimbursement		1,500	-	
03432134	55091	SB- Education & Training	-	6,425	-	
		General Expenses Total	27,129	43,555	30,453	

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		Sewer Billing Total	156,716	176,328	167,922	V
Collection						
03432532	51110	SC- Sal/Wages FT	191,883	210,258	215,727	8 FT split 50/50 WD/SC
03432532	51300	SC- Sal/Wages OT	17,313	21,000	21,000	WD/SC/WWTP/PS (calls from dispatch or SCADA alarms)
03432532	51310	SC- Sal/Wages Stand-By	2,820	3,640	3,640	Pay for after hours on-call status, \$140/week per union contract split 50/50 WD/SC
03432532	51400	SC- Longevity Pay	1,675	1,725	1,775	8 FT per union contract split 50/50 WD/SC
		Salaries Total	213,691	236,623	242,142	
03432532	52100	SC-Health Insurance	51,699	68,863	78,918	2.5% increase in the premium rate
03432532	52110	SC- Dental Insurance	2,695	4,036	4,715	No change in the premium rate
03432532	52120	SC- Life Insurance	236	216	216	No change in the premium rate
03432532	52200	SC- FICA	12,393	14,671	15,013	Based on wages: 6.2%
03432532	52210	SC- Medicare	2,898	3,431	3,511	Based on wages: 1.45%
03432532	52300	SC- Retirement Town	23,291	26,431	30,626	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432532	52600	SC- Workers Comp Ins	5,015	8,787	9,725	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	98,227	126,434	142,723	
03432532	55022	SC- Building Maintenance	7,880	10,000	10,000	10 pumping stations
03432532	55105	SC- Equipment Maintenance	4,112	5,000	5,000	consumables; repairs; cutting heads
03432532	55252	SC- Road Repairs	3,033	5,000	5,000	Sewer trench paving; compaction test requirements, service repairs at mains
03432532	55153	SC- I/I Abatement	19,800	20,000	20,000	Reclassified from Capital Outlay - maintenance item Catch Basin removal, smoke & dye testing
03432532	55369	SC- Pipe Relining	-	40,000	40,000	Relining vitrified clay, RCP
03432532	55319	SC- Vehicle Maintenance	9,431	10,000	9,000	10 vehicles, 3 trailers, split 50/50 with water dist
03432532	55140	SC- Grit Removal	2,500	2,500	2,500	Transport of gravel, sand, etc. to Waste Management from WWTP
03432532	55543	SC- CSO Monitoring		13,500	13,500	Maintenance fee for Combined Sewer Overflow (CSO) \$13.5K for monitoring; CSO outfall dredging (Clemson Pond) \$75k - reclass to capital outly by BRC
03432532	55179	SC- Manhole Maintenance	42,982	69,600	69,600	Manholes, piping & service repairs

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03432532	55236	SC- Pump & Control Maintenance	42,232	49,450	49,450	Maintain 22 sewer pumps; wear rings, impellers, shaft couplings, seals
03432532	55173	SC- Licenses	48	1,000	1,000	19 certifications for 16 individuals in sewer collection; 1/2 master electrician (due in Nov)
03432532	55190	SC- Mobile Communications	914	1,450	1,600	4 MiFi's (50%)
03432532	55003	SC- Drug/Alcohol Testing	415	800	500	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
03432532		SC- Fire Alarm Communication		1	1	Pump Station fire alarms
03432532	55257	SC- Safety Equipment	2,184	2,250	2,500	PPE & tools for new asbestos pipe OSHA standards, confined space equip. maint.
03432532	55314	SC- Uniforms	1,504	2,145	2,145	7 split 50/50 WD/SC
03432532	55136	SC- GIS Software	2,187	4,500	7,500	Software revisions/maintenance; handheld and software agreement with TiSales; new asset mngt modules
03432532	55260	SC- SCADA Software	518	3,000	3,000	Software annual maintenance; I/O cards
03432532	55301	SC- Tools	1,988	2,500	2,500	Sewer augers, CCTV parts
03432532	55194	SC- Natural Gas	7,586	11,150	11,150	Heat & generator fuel
03432532	55092	SC- Electricity	105,055	82,000	82,000	Heat, lights, pumps, etc. (new power for MPS grinder pump)
03432532	55128	SC- Fuel	11,787	9,300	9,300	Diesel, propane, gasoline for vehicles, equipment and pumping stations
		General Expenses Total	266,156	345,146	347,246	
		Collection Total	578,074	708,202	732,111	V
Treatment						
03432633	51110	ST- Sal/Wages FT	187,728	255,439	269,641	5 FT: 3 Operators, 1 Sr Operator, 1 Chief Operator (8 Mos)
03432633	51300	ST- Sal/Wages OT	36,646	19,000	19,000	average OT rate = \$36.95/hr, 514 hours
03432633	51310	ST- Sal/Wages Stand-By	6,720	7,280	7,280	After hours on-call status, \$140/wk per union contract
03432633	51350	ST- Sal/Wages Storm Related FEMA OT	-	1	1	Expenses related to declared emergencies
03432633	51400	ST- Longevity Pay	650	700	750	1 FT per union contract
		Salaries Total	231,744	282,420	296,672	
03432633	52100	ST- Health Insurance	79,998	122,421	125,845	2.5% increase in the premium rate

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03432633	52110	ST- Dental Insurance	5,311	8,650	7,800	No change in the premium rate
03432633	52120	ST- Life Insurance	230	270	270	No change in the premium rate
03432633	52200	ST- FICA	13,267	17,510	18,394	Based on wages: 6.2%
03432633	52210	ST- Medicare	3,103	4,095	4,302	Based on wages: 1.45%
03432633	52300	ST- Retirement Town	25,066	31,546	37,494	Based on wages: 11.17% Jan-Jun; 14.06% Jul-Dec
03432633	52600	ST- Workers Comp Insurance	5,015	8,787	9,727	Primex Actual Invoice (no holiday premium in 2021)
		Benefits Total	131,990	193,279	203,831	
03432633	55022	ST- Building Maintenance	9,049	10,500	10,500	3 high exposure buildings; 6 new buildings & 4 large process tanks
03432633	55105	ST- Equipment Maintenance	48,387	50,000	75,000	Chem feed pumps, flow meters, motorized valves, aerators; new centrifuges (2), RAS/WAS pumps (6), UV Bulbs & Ballasts (\$5k); DO, ORP & TN probes replacement (\$20k)
03432633	55337	ST- Weed Control	1,406	3,000	4,500	Invasive species control in lagoons from 2x to 3x/yr
03432633	55204	ST- Outfall Dredging	2,380	6,500	6,500	biennial inspection & cleaning if needed
03432633	55154	ST- Industrial Pre-treat	8,659	15,000	12,000	Covid is limiting site visits. 5 significant industrial permits with monitoring
03432633	55220	ST- Pond/Lagoon Maintenance	779	2,500	2,500	Inter-lagoon sluice gates/piping, weirs, etc.
03432633	55173	ST- Licenses	890	1,200	1,200	Required training for licensing; professional development; master electrician 15 hr training
03432633	55190	ST- Mobile Communications	1,645	3,000	3,000	WWTP operators' 1 MiFi for SCADA backup
03432633		ST- Alarm Communications		1	1	WWTF fire alarms and SCADA alarms
03432633	55003	ST- Drug/Alcohol Testing	71	500	500	Contract w/Fleet Screen & Convenient MD; USDOT required random testing for all CDL holders & screening new hires
03432633	55257	ST- Safety Equipment	1,887	2,500	3,500	PPE, gas monitors, Tyvek suits, gloves, confined space equip. maint.
03432633	55314	ST- Uniforms	1,454	3,375	3,375	uniforms for 5 operators
03432633	55260	ST- SCADA Software/Hardware	5,968	5,000	5,000	Software revisions/annual maintenance
03432633	55072	ST- Dam Registration	1,500	1,500	1,500	Annual NHDES dam fees for WWTP and Clemson Pond lagoons
03432633	55161	ST- Lab Testing	60,927	60,000	46,000	CSO testing, NPDES nitrogen testing, EPA effluent testing, groundwater monitor report, Great Bay & river monitoring from \$32K to \$18k & TN annual report
03432633	55034	ST- Chemicals	61,040	100,000	100,000	polymer, magnesium hydroxide & supplemental carbon

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03432633	55373	ST- Solids Handling	81,921	336,000	280,000	Biweekly centrifuge solids generation & weekly disposal at Turnkey
03432633	55194	ST- Natural Gas	13,568	22,000	20,000	Building heat
03432633	55092	ST- Electricity	231,341	312,000	250,000	Aerators, lights, recirc. & chem feed pumps
03432633	55128	ST- Fuel	2,437	4,200	3,600	2 vehicles
03432633	55131	ST- Gas Monitoring	16	1,000	1,000	Hydrogen sulfide monitoring
		General Expenses Total	535,325	939,776	829,676	
		Sewer Treatment Total	899,059	1,415,476	1,330,179	V
Debt Service						
03471135	58020	Sewer Line Replacement	101,500	101,500	99,750	2021 Final payment
03471135	58021	Wastewater Facilities Design	50,000	-		2019 Final payment
03471135	58009	Jady Hill Phase II	130,000	130,000	130,000	2032 Final payment
03471135	58013	Portsmouth Av Sewerline	83,929	79,732	79,732	2023 Final payment
03471135	58011	Sewerline Lincoln & Main Sts	20,000	20,000	15,000	2024 Final payment
03471135	58025	Lincoln Street Ph#2	53,219	53,219	53,219	2032 Final payment
03471135	58035	Salem St. Utility Design & Engin		28,554	26,769	2024 Final payment
03471135	58033	Wastewater Treatment Plant	206,881	2,666,533	2,642,940	2039 Final payment STATE ESTIMATE dated 12/4/2020
		Sewer Debt Service Principal Total	645,529	3,079,538	3,047,410	
03472136	58511	Sewer Line Replacement	9,083	6,038	2,993	2021 Final payment
03472136	58523	WW Facilities Design	1,375	-		2019 Final payment
03472136	58520	Jady Hill Phase II	64,725	61,150	55,950	2032 Final payment
03472136	58505	Portsmouth Ave Sewerlins	21,343	17,063	12,797	2023 Final payment
03472136	58503	Sewerline Lincoln & Main Sts	5,100	4,080	3,060	2024 Final payment
03472136	58526	Lincoln Street Ph#2	35,870	33,156	30,441	2032 Final payment
03472136	58535	Salem St. Utility Design & Engin		7,340	5,233	2024 Final payment
03472136	58533	Wastewater Treatment Plant	98,334	1,640,631	948,897	2039 Final payment STATE ESTIMATE dated 12/4/2020
		Sewer Debt Service Interest Total	235,829	1,769,458	1,059,371	
		Debt Service Total	881,358	4,848,995	4,106,782	V
Capital Outlay						
03490237	57010	CO- Capital Outlay - Leases	1,716	17,030	15,329	See separate Lease schedule

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03490237	55361	CO- Capital Outlay - Land Acquisition/Purchase	-		1	
03490237	57017	CO- Capital Outlay- WWTP	97,850	30,000	200,000	Replace 15 year old sewer inspection camera \$80k; WWTF flume epoxy coating \$30k, Clemson Pond Dredge \$ 75K
03490237	57009	CO- Capital Outlay - Vehicle	-	73,060	-	None for 2021
03490237		CO- Lagoon Sludge Removal		1	1	CIP
		Capital Outlay Total	99,566	120,091	215,331	V
		Sewer Fund Total	3,023,130	7,686,605	7,015,364	V
Warrant Articles/Other						
		Westside Drive Design/Engineering		100,000		There will be a \$75K State Grant
03500000		Public Works Garage Design			-	Allocation of 20% for PW Garage Design
		Squamscott River Sewer Siphons		1,600,000		CIP P#29 , Potential 10% forgiveness on SRF loan
		Folsom Street Pump Station Rehabilitation		150,000		CIP P#27 - work to be done in house
		Salem St. Area Utility Replacements			1,590,000	CIP P#19 Sewer drain lines replacement (General & Water Fund components)
		Lagoon Sludge Removal			2,600,000	CIP P#30
		Warrant Articles Total	-	1,850,000	4,190,000	
		Total Sewer Fund with WAR	3,023,130	9,536,605	11,205,364	